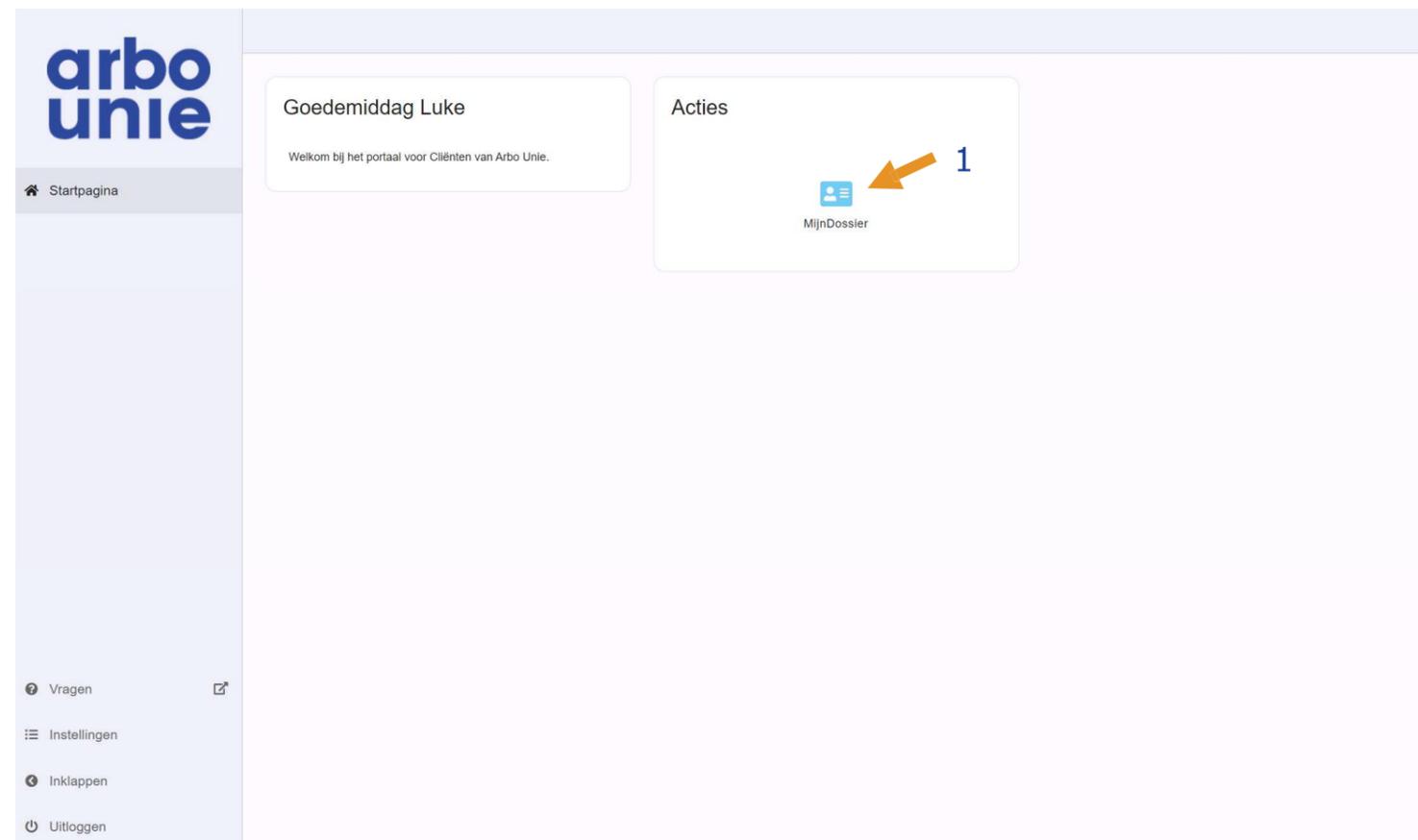


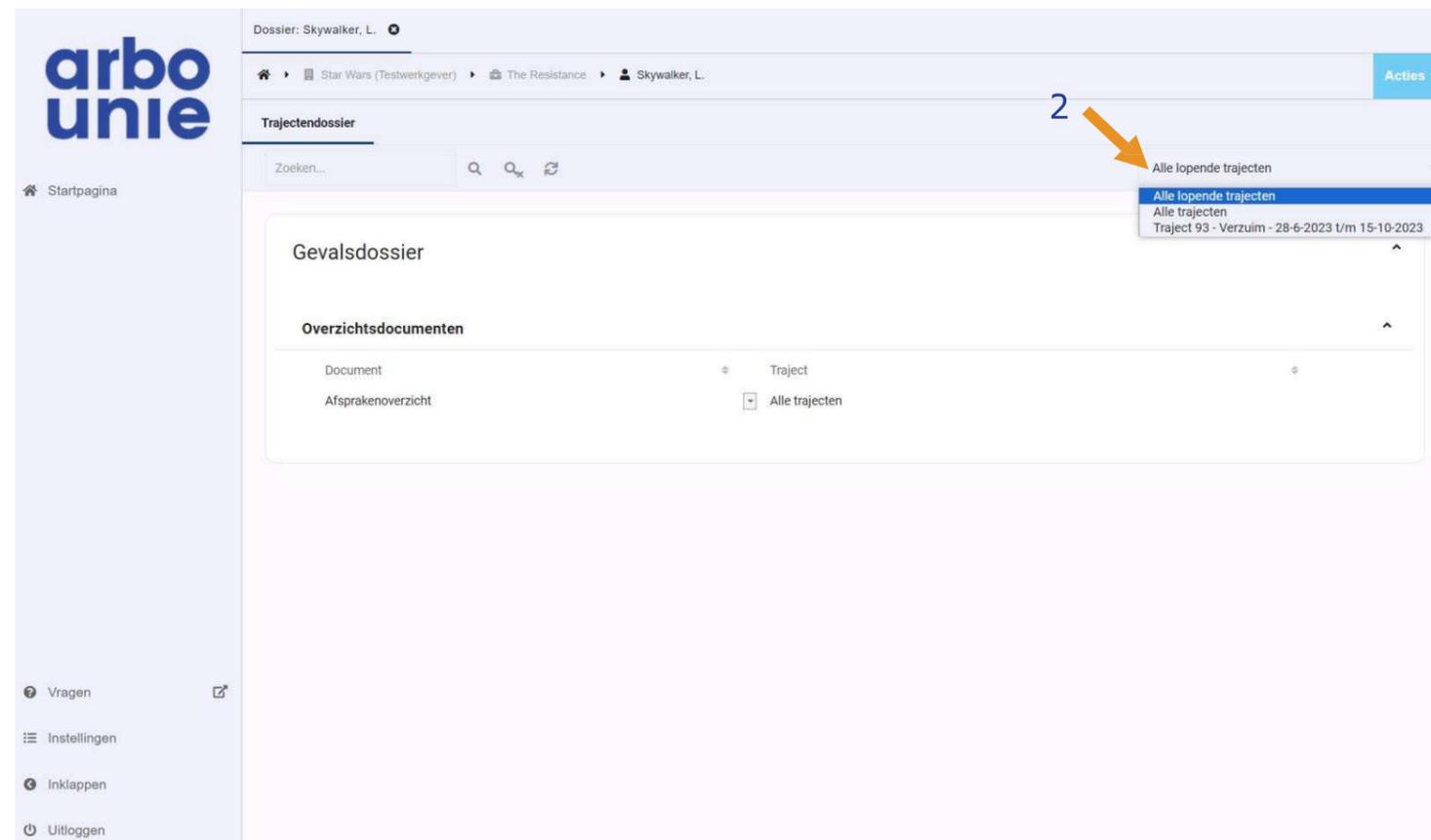
CLIENT PORTAL MANUAL (EMPLOYEE) Viewing documentation



Steps

1. **Click on 'My file'**
2. Select the process for which you want to see documentation
3. Scroll through the case file and click on the document you wish to view
4. The document will open in a new window. View the document and close it once you have finished with it

CLIENT PORTAL MANUAL (EMPLOYEE) Viewing documentation

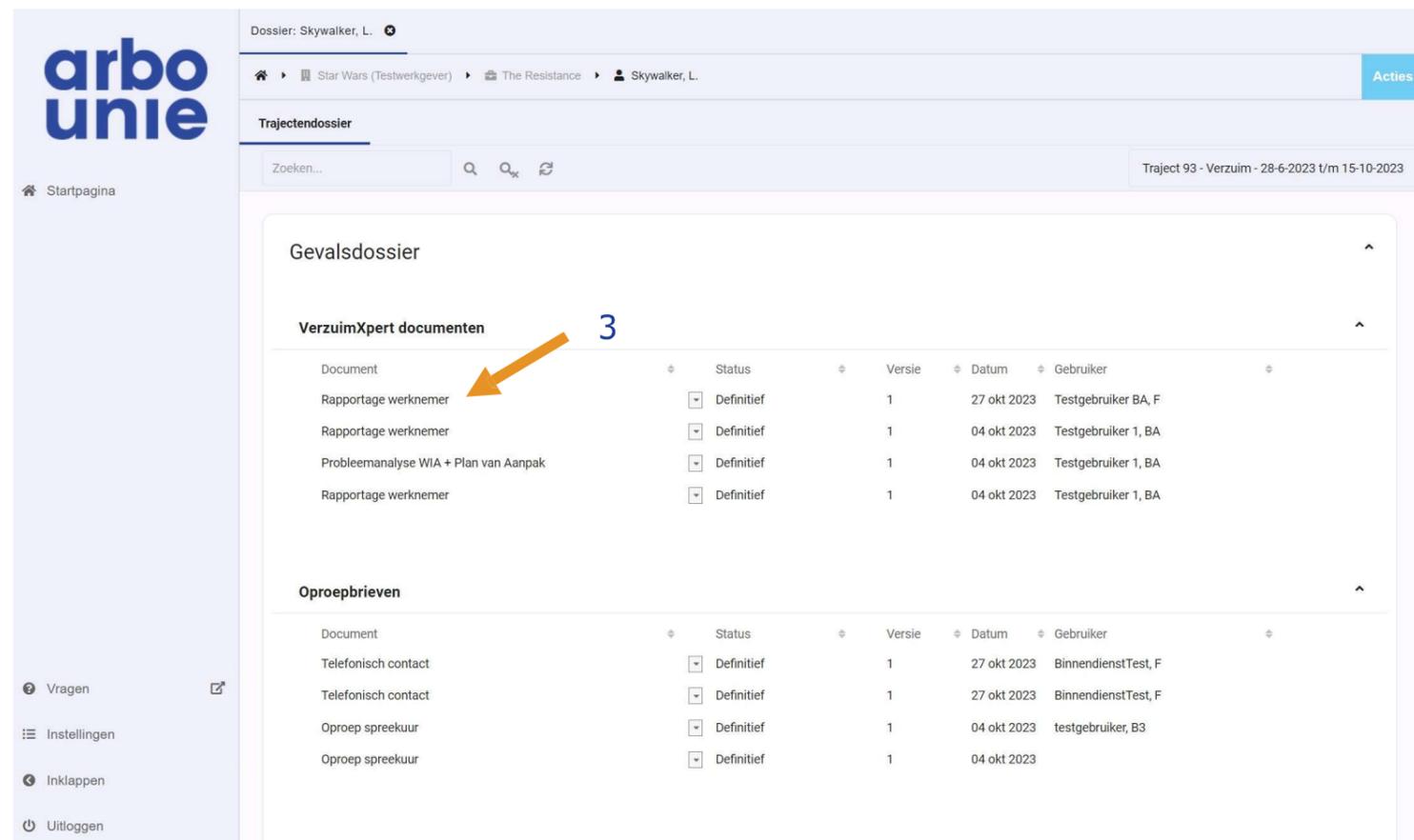


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CLIENT PORTAL MANUAL (EMPLOYEE)

Viewing documentation



The screenshot shows the ArboUnie client portal interface. The breadcrumb trail is: Star Wars (Testwerkgever) > The Resistance > Skywalker, L. The page title is 'Trajectendossier' with a search bar and a filter for 'Traject 93 - Verzuim - 28-6-2023 t/m 15-10-2023'. The main content area is divided into sections: 'Gevalsdossier', 'VerzuimXpert documenten', and 'Oproepbrieven'. An orange arrow points to the first document in the 'VerzuimXpert documenten' table, which is 'Rapportage werknemer'. A blue number '3' is placed next to the arrow, indicating the third step in the instructions.

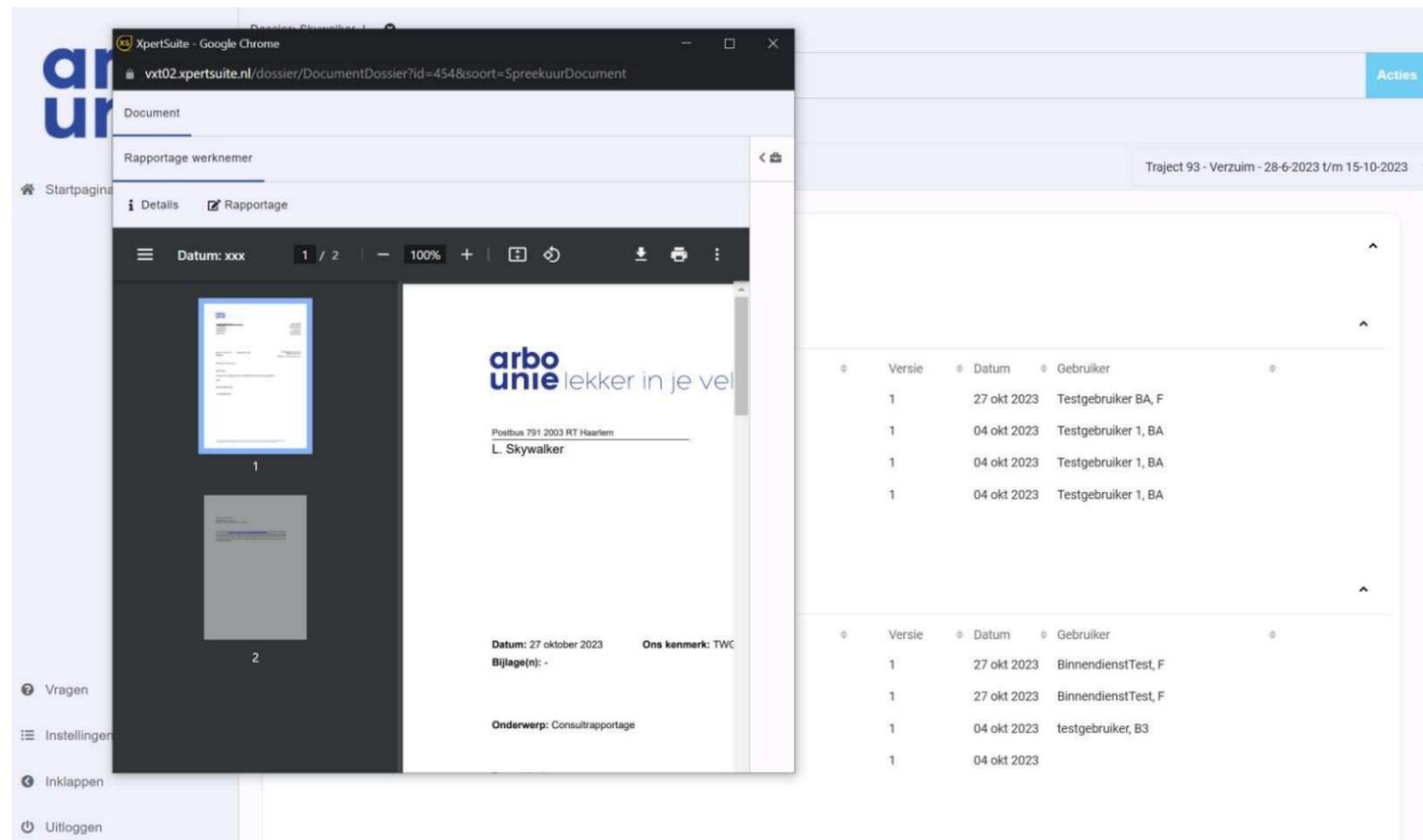
Document	Status	Versie	Datum	Gebruiker
Rapportage werknemer	Definitief	1	27 okt 2023	Testgebruiker BA, F
Rapportage werknemer	Definitief	1	04 okt 2023	Testgebruiker 1, BA
Problemanalyse WIA + Plan van Aanpak	Definitief	1	04 okt 2023	Testgebruiker 1, BA
Rapportage werknemer	Definitief	1	04 okt 2023	Testgebruiker 1, BA

Document	Status	Versie	Datum	Gebruiker
Telefonisch contact	Definitief	1	27 okt 2023	BinnendienstTest, F
Telefonisch contact	Definitief	1	27 okt 2023	BinnendienstTest, F
Oproep spreekuur	Definitief	1	04 okt 2023	testgebruiker, B3
Oproep spreekuur	Definitief	1	04 okt 2023	

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CLIENT PORTAL MANUAL (EMPLOYEE) Viewing documentation



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